

## **Conduct and Obligations**

You are subject to the Federal Government's regulations and instructions governing employee conduct and obligations. You are required to discharge assigned duties conscientiously and to conduct yourself on and off the job in a manner that reflects credit on both yourself and the National Guard. During your employment as a technician you are expected to be honest, loyal, reliable and trustworthy.

### ***Political Activity of National Guard Technicians***

#### **Permissible Activities (You may)**

1. Register and vote as you choose
2. Assist in voter registration
3. Express your opinion about candidates and issues
4. Participate in campaigns where none of the candidates represent a political party
5. Contribute money to a political organization or attend a political fund-raising function
6. Wear or display political badges, buttons or stickers
7. Attend political rallies and meetings
8. Join a political club or party
9. Sign nominating petitions

#### **Prohibited Activities (You may not)**

1. Campaign for partisan candidates or political interest.
2. Work to register voters for one party only
3. Make a campaign speech or engage in other activity to elect a partisan candidate
4. Be a candidate or work in a campaign if any candidate represents a national or state political party.
5. Collect contributions or sell tickets to political fund-raising events
6. Distribute campaign material in a partisan election
7. Organize or manage political rallies or meetings
8. Hold office in a political club or party
9. Circulate nominating petitions
10. Campaign for or against a candidate or slate of candidates in a partisan party

NOTE: For more detailed information regarding your participation in political activities contact the HRO.

### ***Union Activities***

You have the right, freely and without fear of penalty or reprisal, to join, form or assist a labor organization or to refrain from such activity. You will be protected in the exercise of this right.

### ***Indebtedness***

If you fail or neglect to honor a legally contracted debt, you may be subject to disciplinary action, which may result in removal.

### ***Federal Income Tax***

A levy may be made against your salary if you are delinquent in payment of your Federal income tax.

### ***Conflict of Interest***

A conflict of interest situation arises when your private interest(s), usually of an economic nature, conflicts or raises a reasonable question of conflict with your public duties and responsibilities. Private employment or interest must not interfere with your efficient performance of duty or bring discredit upon or cause criticism of the National Guard.

a. YOU MAY NOT take any outside employment, including teaching, lecturing, or writing, that might reasonably result in a real or apparent conflict of private interest and official Government technician duties and responsibilities

b. YOU MAY NOT solicit or accept, directly or indirectly, anything of economic value as a gift, gratuity, or favor from any person, corporation, or group that could be interpreted by others as affecting the impartiality in official actions.

c. YOU MAY NOT have direct or indirect financial interests that conflict or appear to conflict substantially with responsibilities and duties; or engage in financial transactions, directly or indirectly, based on or relying primarily on information obtained through this job.

### ***Wearing of the Military Uniform by National Guard Technicians***

You will be expected to wear the military uniform appropriate to your service and federally recognized grade when performing technician duties, and you will comply with the uniform standards of the service, except wearing civilian attire is permitted by negotiated agreement. When the uniform is deemed inappropriate for specific positions or situations and should not be worn, the Chief National Guard Bureau will authorize attire on a case-by-case basis upon recommendation of the State Adjutant General.

I have read and understand the conduct and obligations memorandum.

Signature and Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_